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Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

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Name of Traveler: Mike Lynch

Employing Office/Committee: Minority Leader Consultants SEN. SCHUMER ^{ML}

Private Sponsor(s) (list all): Pew Charitable Trusts

Travel date(s): September 15-17, 2017

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Richmond, VA

Explain how this trip is specifically connected to the traveler's official or representational duties:

This is a bipartisan chief of staff conference for Senate Chiefs of Staff, which will cover management and leadership skills necessary for me to manage Senator Schumer's office.

Name of accompanying family member (if any): None

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

21 Aug 2017
(Date)

[Signature]
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Sen. Charles Schumer hereby authorize Mike Lynch
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

8/15/17
(Date)

[Signature]
(Signature of Supervising Senator/Officer)